

UNITED STATES COURT OF APPEALS FOR THE SECOND CIRCUIT



VACANCY ANNOUNCEMENT

Position Title: Emerging Tech & Digital Media Specialist
Reference No.: FY 15-15
Location: Thurgood Marshall U.S. Courthouse, Headquarters Library, New York, NY
Salary Range: CL 26 (\$48,083 - \$78,127)
CL 27 (\$66,582 - \$85,864)
Depending on experience, current salary, and qualifications
Closing Date: Open Until Filled

The United States Court of Appeals for the Second Circuit seeks a creative and technology-oriented designer to serve as the Circuit's **Emerging Tech & Digital Media Specialist**.

ABOUT THE SECOND CIRCUIT LIBRARY

The Second Circuit Library provides research and reference services to over 200 circuit, district, magistrate, and bankruptcy judges; and over 2,000 court staff. The Library currently employs twenty-six staff members circuit-wide and maintains six staffed branch libraries in New York, Connecticut, and Vermont. The Emerging Tech & Digital Media Specialist will be stationed at the Circuit's Headquarters Library located in the historic Thurgood Marshall United States Courthouse. For more information about the Second Circuit, please visit <http://www.ca2.uscourts.gov>.

POSITION OVERVIEW

The Emerging Tech & Digital Media Specialist for the Second Circuit Library is an individual that can employ a wide range of design tools to create interactive physical and digital experiences. The ideal candidate must have a love for design and visualization in the context of education and research. Primary areas of engagement will be to:

- design exhibits using graphic, vector, and audiovisual media
- build interactive experiences through websites, mobile apps, branded email, and electronic/physical newsletters
- improve user discoverability, staff usability, and intelligent collection development statistics
- create digital repositories

Design

The ideal candidate will have a portfolio that includes some of the following:

- examples of designing and displaying vector graphics, typeface, and data visualizations, which comport well with a message and a target audience, within a physical space (e.g. museum or library exhibits; see the work from the Winners List from [AWWARDS](#))
- virtual tours of architectural gems or historical landmarks on a website (see the Smithsonian's National Museum of Natural History's [panoramic virtual tour](#))
- development of mobile applications which commemorate an exhibit, installation, or display (see the [Lux In Arcana](#) app in the iTunes store)

- websites whose pages conform to best practice in information architecture with respect to layout, taxonomy, and use of color and visuals (see [this explanation](#) from [usability.gov](#))

Discovery Systems and Digital Repositories

The ideal candidate will have familiarity with the selection and implementation process for a discovery platform and/or a digital repository, including hardware, CMS, metadata, visualization and hosting options. The candidate should also demonstrate familiarity with SharePoint and SharePoint integration in the context of a knowledge base.

REQUIRED QUALIFICATIONS

Bachelor or Master's degree in Computer Science or Information Science; or four years of work experience overseeing design, development, and implementation of digital media projects. This experience must demonstrate working knowledge or expertise for some or all of the following:

Windows 2000/NT/XP/Vista, Unix, Mac OS, iOS Swift and Android ; HTML5, XHTML, XML, XSL, CSS, Javascript; Adobe Acrobat Professional; Adobe Creative Suite, especially Photoshop, Illustrator, In Design and Flash, Fireworks, Dreamweaver; Digital Video; SharePoint; Microsoft Office Suite.

Additionally, the candidate must have the experience or desire to learn building custom APIs using scripting languages, especially Python, PHP, JavaScript/JSON, Ruby, Perl, or .NET.

The ideal candidate must possess a high attention to accuracy and detail; the ability to work alone and as part of a team; the ability to manage multiple projects simultaneously and to take projects from concept to completion; and the ability to learn and apply new skills to effectively perform all assigned tasks. Superior analytical, organizational, interpersonal, oral and written communication skills are essential. Occasional travel is required.

BENEFITS

- 13 days of vacation leave per year for the first three years; increases with tenure.
- 13 days of sick leave per year; 10 holidays.
- Choice of a variety of employer-subsidized federal health and life insurance plans. Dental and vision coverage available. Flexible spending account program.
- Participation in both the Federal Employees Retirement System and the employer-matching Thrift Savings Plan (similar to a 401K). Full social security coverage is provided.
- Optional long-term disability and long-term care insurance.
- On-site fitness center and cafeteria.
- Public transportation subsidy (budget dependent).

CONDITIONS OF EMPLOYMENT

Must be a U.S. citizen or lawful permanent resident seeking U.S. citizenship. Positions with the U.S. Courts are excepted service appointments. Excepted service appointments are "at will" and may be terminated with or without cause. Employees are hired provisionally, pending the results of a fingerprint and background check. Employees are required to use electronic funds transfer for payroll deposit.

APPLICATION PROCEDURE

Please submit a resume, cover letter, and salary history **as a single PDF file** by e-mail to resumes@ca2.uscourts.gov, subject line: Emerging Tech, Reference No. FY 15-15. Candidates selected for an interview should be prepared to present portfolio of design work and projects.

THE UNITED STATES COURT OF APPEALS FOR THE SECOND CIRCUIT IS AN EQUAL OPPORTUNITY EMPLOYER.